

## OUTGOING MESSAGE

OMF

1

CONFIDENTIAL

STAFF

FBIS 19227

TO: TOKYO INFO DIRECTOR.Y

ADMIN PERS [ ] Y

25X1

SUBJECT: [ ] (P) Y

25X1

1. PLEASE ADVISE [ ] THAT HE HAS BEEN AWARDED A  
 QUALITY STEP INCREASE TO GS 12, STEP 4 EFFECTIVE 3 MARCH 1985.  
 PLEASE EXTEND THE CONGRATULATIONS OF DIRECTOR, [ ], AS WELL AS  
 THOSE OF HIS COLLEAGUES, ON THIS RECOGNITION OF HIS HIGH QUALITY  
 PERFORMANCE. HIS CERTIFICATE WILL BE HELD IN HIS 201 FILE UNTIL  
 HIS RETURN TO HQS. Y

25X1

25X1

2. WOULD ALSO APPRECIATE IT IF YOU WOULD ADVISE [ ] THAT IN  
 ACCORDANCE WITH NEW GUIDELINES ON OVERSEAS PAY, HE WILL BE  
 CONVERTED TO GSO PAY SCALE EFFECTIVE 3 MARCH 1985. HIS NEW SALARY  
 WILL BE \$38,119 PER ANNUM (GSO 12, STEP 4). [ ]

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ALL CONFIDENTIAL. H

COORD:

C/PROD

TELECOORD:

25X1

DATE: 22 MAR 85  
 ORIG: [ ]  
 UNIT: FBIS/PERS  
 EXT: [ ]

DIRECTOR, FBIS, DDS&amp;T

RELEASING OFFICER

COORDINATING OFFICERS

C/ADMIN STAFF, FBIS

AUTHENTICATING OFFICER

CLASSIFICATION

CONFIDENTIAL

FORM 12E USE PREVIOUS  
 7-80 EDITIONS